

Criminal Justice Information System (CJIS) Advisory Committee Meeting Summary

Date: March 20, 2008

Location: Conference room # 165, Iowa Judicial Branch Building, 1111 East Court Avenue, Des Moines, Iowa.

Hours: 10:00 a.m. – 12:30 p.m.

Members Participating in Person: James Strohman, Mary Jensen, Dennis Henderson, Leesa McNeil, Dave Heuton, Robert Sosalla, Larry Murphy, Darin Raymond, Tom Becker

Members Participating via Conference Call: Mary Tabor, John Baldwin

Others Participating in Person: Dave Meyers, Dave Schmitz, Dave Usery, Bret Stewart, Zetta Pilch, Toni Tassone, Paul Stageberg, Mike Newmeister

Others Participating via Conference Call: None

Members In Absentia: Robert Dvorsky, Helen Miller, Lance Horbach, Steve Kettering, Jeff Hughes, Dennis Anderson, Keith Pick, Randy Osborn

Meeting Highlights:

- Dave Meyers gave an informational update on the following items: 1) Dave introduced the newest member of the CJIS Program Office, Dave Schmitz. 2) The next CJIS Advisory Committee meeting is scheduled for Thursday, April 17th at 10:00 a.m. 3) The Infrastructure and Capitals appropriations bill, which contains the CJIS appropriation, has not passed out of sub-committee yet. Dave will continue to monitor its status. 4) A number of CJIS Advisory Committee members are up for re-appointment on July 1st. Dave will be contacting those individuals to discuss options with them.
- Chairman Dennis Henderson recognized Tom Becker. Tom mentioned that he was not being re-appointed as the State's Public Defender and therefore would not be able to continue to serve on the CJIS Advisory Committee.
- Judge Michael Newmeister gave an update on the status of the Charge Code Consolidation Workgroup. This Workgroup was charged with establishing a common charge code table that all members of the justice community can use when electronically transmitting information. The judge discussed the goals, membership, and timelines of the Workgroup and explained what each column on the newly developed charge code table represented. The judge explained that the Workgroup has the following recommendations for the CJIS Advisory Committee: 1) The CJIS Advisory Committee would be "the owner" of the table and all jurisdictions participating in CJIS exchanges would be required to use the common table. 2) A sub-committee of the Workgroup members would be responsible for updating the table as necessary. 3) The CJIS Program Office

would be responsible for ensuring that the table gets programmed into the CJIS service bus. Leesa McNeil moved, and it was seconded, that the CJIS Advisory Committee accept the recommendations of the Workgroup. The CJIS Advisory Committee unanimously approved the motion.

- Leesa McNeil presented information regarding additional exchanges that the CJIS Advisory Committee may want to consider working on during the last quarter of this fiscal year. These new exchanges would compliment the flow of information already in process with the existing series of exchanges. These new exchanges are; 1) Charge Code Table Updates, 2) Warrant Locate, 3) Sentence Information, 4) Violation of Protective Order, 5) Juvenile Court Order, 6) Notice of Disposition, 7) Releases from Custody. The Project Management Sub-Committee of the CJIS Advisory Committee has reviewed these exchanges, the timeframe involved with implementing these exchanges, and the availability of resources necessary to complete the work and recommends that the CJIS Advisory Committee move forward with this additional phase of work with priority given to the Charge Code Table Updates. Leesa McNeil moved, and it was seconded, that the CJIS Advisory Committee accept the recommendations of the Sub-Committee. The CJIS Advisory Committee unanimously approved the motion.
- Leesa McNeil presented a proposal from the Iowa Court Improvement Data Grant Steering Committee (Judicial Branch). The proposal involved utilizing the CJIS service bus to electronically exchange foster care placement information between the Judicial Branch and the Iowa Department of Human Services. The Steering Committee requested that this exchange be sponsored by the CJIS Advisory Committee and become part of the CJIS exchange process. There was a lengthy discussion period during which time a number of members expressed concern that this exchange was beyond the scope of the CJIS project. Leesa McNeil moved that the proposal from the Steering Committee be accepted by the CJIS Advisory Committee. There was no second to her motion. The motion failed. Leesa McNeil moved that a request be made to the CJIS Board that the Board specifically identify which agencies are considered criminal justice agencies and are therefore eligible to be involved in the CJIS exchange process. There was no second to her motion. The motion failed.
- Dave Meyers gave an update on the status of the CJIS implementation budget. For the two year period beginning July 1, 2006 and ending June 30, 2008, spending for CJIS is under what was projected. After discussing the resources available and the unmet needs of the project, the CJIS Advisory Committee unanimously voted to allocate the following amounts to the following projects: 1) \$15,000 to provide Oracle and IBM Websphere training to the technical staff in the CJIS Program Office, 2) \$34,270 to develop the information exchange packages necessary to implement the seven supplemental exchanges previously approved, 3) \$83,333 to each of the six state agencies participating in the first phase of exchanges, 4) \$300,000 to the County Attorney Case Management Project to assist with bringing new counties into the project and offset the cost of counties currently participating in exchanges, and 5) \$100,000 to implement exchanges with county jails. All expenditures must be approved by the CJIS Program Office.

- Dave Usery gave an update on the status of the CJIS exchanges. Three exchanges have been moved from testing into production – Victim Transfer, Offender Release, and ECCO. Additional exchanges are scheduled to be rolled out from testing into production on a regular basis. Dave also introduced Bret Stewart who is the new CJIS project manager for URL Integration. Bret's time is dedicated 100% to the Iowa project.
- Dennis Henderson appointed the following CJIS Advisory Committee members to serve on the CJIS Education and Outreach Sub-Committee: 1) Darin Raymond, 2) James Strohman, 3) Dennis Henderson, and, 5) Larry Murphy.

Next meeting:

Thursday, April 17th
10:00 a.m. – 11:00 a.m.
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